

SHELDON ISD REGISTRATION FREQUENTLY ASKED QUESTIONS

Q: What is Skyward?

A: Sheldon ISD uses the Skyward application as its school management software. Parents and guardians create a Skyward Family Access account and can access information for each of their students using this account. That includes checking student grades, attendance and other important school-related information. Creating a Skyward Family Access account and enrolling your student is the first step to having access to their information using this management tool.

Q: What do I need before I begin?

A: All new students need:

- Parent/Guardian Photo ID (with current physical address),
- Documentation of Child's Date of Birth (Birth Certificate, Passport, Hospital Certificate, Adoption Records, Military ID),
- Student's Social Security Card,
- Immunization Records,
- Current Proof of Residency (light, gas or water bill from the last 30 days),
- Last attended school information,
- *Pre-K only*- Documentation of last 30 days of income for all household members

A: Returning students- Parents will login to their current Skyward Family Access account and select New Student Online Enrollment for 2023-24 student registration to complete the process.

Q: What can I use as proof of residence?

A: A current, valid utility bill, (Light, Gas or Water). The bill must be within the last thirty days. Applications for utility service, a "disconnect" bill, cable bill or a cell phone bill will not be accepted.

Apartments and Home Lease Agreements- A lease may only be used if the lease agreement specifically states that all utilities are included.

RV Campgrounds (Eastlake, Sheldon Lake RV Park, Good Times Marina, etc.) A student whose parent resides in a RV campground within the boundaries of the District, shall provide proof of residency by providing a rental receipt that provides signature, date, physical address, and rental amount from the landlord.

Shared Residency-

Parents and children living with another family must apply for Shared Residency. The parent AND owner or leaseholder must complete and sign an Affidavit of Residency in the presence of a district employee. The Affidavit is a formal, sworn statement by both parties.

The owner or leaseholder must bring a current utility bill with their name and the service address of the residence. They must also provide a driver's license with their name and address that match the utility bill.

AND

In order to complete your registration process under a Shared Residency you must provide a Driver's License with the same address as the residence and two (2) current documents from the four (4) following categories OR three (3) current documents from the following four (4) categories.

1. Documents from employer, such as a paycheck stub with address listed, personnel papers, tax form, and withholding statements;
2. A voter's registration card mailed to the enrolling party at the address identified as a residence;
3. Insurance papers issued in the name of the enrolling party;
4. Bills and/or statements from a bank, credit union, department store, Gasoline Company, or a major credit card company.

Q: I am building a house but it is not completed. What can I use to show residency?

A: If you are moving into a new home within the next thirty days you may get a letter from the builder with your name, address and closing date listed on the company's letterhead. The district will allow your child to enroll on a probationary status until you receive your first utility bill.

Q: What is the timeline for online registration?

A: Pre-K and Kindergarten online registration for new students for the 2023-2024 school year opened May 2023. Registration for all new students in all other grades will take place in late July.

Q: If my student is currently enrolled in Sheldon ISD, do I have to complete the New Student Online Enrollment for next school year?

A: No, students currently enrolled in Sheldon ISD who will return for the upcoming school year are not required to complete the New Student Online Enrollment; However, parents/guardians will need to complete the Returning Student Residency Verification at the end of each school year. When you log in to Family Access, you will see a notification at the top of your Message Center when the Returning Student Residency Verification form becomes available.

Q: What does Sheldon ISD offer for Pre-K?

A: Sheldon ISD is pleased to offer a full day pre-school program to all students who are four years old by September 1 and live in Sheldon ISD. The objective of the pre-school program is to provide a solid foundation of school success among four-year-olds prior to entering the regular public school program. The pre-kindergarten program goal is to reduce the probability of school failure for at-risk children. The program stresses intensive language development in the preparation for kindergarten.

Although Sheldon ISD offers Pre-K for all, a Pre-K application is required for every new Pre-K student. The purpose of the application is to determine who meets state eligibility under the following:

- be unable to speak and comprehend the English language; or
- be educationally disadvantaged (eligible to participate in the National School Lunch Program [NSLP]); or
- be homeless; or
- be the child of an active duty member of the armed forces of the United States, including the state military forces or a reserved component of the armed forces, whose ordered to active duty by proper authority; or
- be the child of a member of the armed forces of the United States, including the state military forces or a reserved component of the armed forces, who was injured or killed while serving on active duty [Click here for more information](#); or
- have ever been in the conservatorship of the Texas Department of Family and Protective Services (DFPS) (foster care) following an adversary hearing.

Q: How do I get an original birth certificate?

A: An original birth certificate can be picked up from the County Courthouse, the Bureau of Vital Statistics or ordered online at ww.texas.gov ([texas.gov website](#)).

Q: What if my four-year old does not meet the eligibility requirements listed above?

A: Sheldon ISD will enroll all who are four years old by September 1 and live in Sheldon ISD if they have completed the Pre-K application and complete the registration process. Should you have further questions about the Pre-K program, please contact your home school.

Q: How do I know what campus my child will attend?

A: Sheldon ISD has posted the attendance zones on the district website. Registrars will follow up with families once the registration process is complete and their campus is confirmed.

Q: How do I enroll as a parent/guardian who has never had a student in the district?

A: First create a Skyward Family Access Account. (The link can be found on the district's main website). After creating your account, complete the "New Student Enrollment 23-24" Form. Use the same newly created Skyward account for every student you need to enroll in the district-- multiple accounts are not necessary.

Q: I have an existing student in the district and I need to add a new student. Do I need to create a new Skyward Account?

A: No, you will need to add the new student to your existing Skyward account. To do this, sign into Skyward Family Access, click the drop-down menu next to the Home Icon and select "New Student Enrollment 23-24". Do this for every student you need to add to your account.

Q: Is it possible to begin the process, save my work and come back later to complete the registration?

A: Yes, the registration saves automatically. Be sure to navigate to the "Complete & Next" icon to save the work on your current page.

Q: Why do I need to go through the renewal process for a returning student?

A: To verify student information already present in Skyward is accurate and to be made aware of updated policies and procedures in the district. Student schedules cannot be generated until this is complete.

Q: What if I do not have a computer or internet access?

A: The campuses have computers available on site for you to use.

Q: Am I able to enroll a new or returning student using my mobile phone and the Skyward application?

A: We recommend that you do not complete this process using a mobile phone as not all features are available on the app.

Q: What if my student participates in a special program? For example: Gifted and Talented, Dual Language, LEP, ESL or receiving accommodations under SPED, 504, IEP.

A: Please make sure to select the appropriate fields in the online registration form, mention to school personnel, and provide copies of the documents if you have them available.

Q: How long do I have to complete registration?

A: Returning families are encouraged to complete the online registration process as soon as possible. Online enrollment for new families is open and accessible throughout the school year. Remember, your application will display "in-progress" until you select the SUBMIT button at the end of the application process.

Q: Who do I contact if I am experiencing problems enrolling online?

A: Every campus registrar is trained and ready to answer specific student questions. If the registrar is unable to solve a particular problem, they will relay the issue to the correct person who can best find a solution.

Q: We are new to the district. How do I enroll my child in the Early College High School?

A: A lottery is held for rising eighth grade students each year. Students must complete the ECHS application in the spring semester of their eighth grade year in order to have a chance of being selected.